

**ARIZONA STATE SCHOOLS FOR THE DEAF AND THE BLIND  
POSITION DESCRIPTION**

**POSITION TITLE:** VOCATIONAL EVALUATOR/COUNSELOR  
(Visually Impaired or Hearing Impaired)

**POSITION LOCATION:** ASDB/Tucson

**POSITION REPORTS TO:** Principal--ASB or ASD

**POSITION SUPERVISES:** None

**MINIMUM QUALIFICATIONS:** Bachelor's Degree in Rehabilitation or Special Education; certified or certifiable by Arizona Department of Education or national certification in relevant field; fluency in sign language if applicable.

**PREFERRED QUALIFICATIONS:** Master's Degree in Rehabilitation Counseling or related field; two years experience in vocational evaluation and counseling; state and national certification; direct experience working with hearing/visually impaired adolescents or adults.

**MAJOR DUTIES AND RESPONSIBILITIES:** Evaluate skills and abilities related to the students' job goals and prepare reports; monitor student's IEPs and recommend transition-related services; provide ongoing individualized personal and vocational counseling; assist students in transitioning from school to post-secondary training or direct employment; consult with professionals in medical and paramedical fields, when necessary, to determine physical, emotional, and mental capabilities and limitations of individual students (i.e., ophthalmologist, physician, audiologist, counselor, psychologist, social worker, case manager, rehabilitation counselor, etc.); make referrals, when appropriate, to internal ancillary services and to outside agencies, i.e., evaluations, counseling, support services, etc.; establish and maintain satisfactory working relationships with other local and state services.

**SPECIAL CONDITIONS/REQUIREMENTS:** Must utilize appropriate personal protective equipment as required.

PAY PLAN: <u>Certified</u>	GRADE: <u>Open</u>	FLSA: <u>Exempt</u>	DATE: <u>Revised: 7/2006</u>
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